



RETAIN OR DESTROY AS REQUIRED

OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE

MEMORANDUM FOR DEPUTY ASSISTANT SECRETARY OF DEFENSE
(CIVILIAN PERSONNEL POLICY/EQUAL
OPPORTUNITY)
DEPUTY ASSISTANT SECRETARY OF DEFENSE
(HEALTH SERVICES OPERATIONS)
DEPUTY ASSISTANT SECRETARY OF DEFENSE
(LOGISTICS)
DEPUTY COMPTROLLER (MANAGEMENT SYSTEMS)
DIRECTOR OF INFORMATION SYSTEMS FOR C4,
U.S. ARMY
CHIEF OF CORPORATE INFORMATION
MANAGEMENT DIVISION (J6 JOINT STAFF)
DIRECTOR, DEFENSE COMMUNICATIONS AGENCY
DIRECTOR, DEFENSE FINANCE AND ACCOUNTING
SERVICE
DIRECTOR, DEFENSE LOGISTICS AGENCY
DIRECTOR, DEFENSE MEDICAL SYSTEMS
SUPPORT CENTER
DEPUTY ASSISTANT SECRETARY OF THE NAVY
(C4/EW/SPACE PROGS)
DEPUTY ASSISTANT SECRETARY
(COMMUNICATIONS COMPUTERS & LOGISTICS),
U.S. AIR FORCE

EXECUTIVE AGENT TECHNICAL MANAGEMENT PLANS

SCHEDULE FOR SUBMISSION. The technical management plans tasking was initiated in November of 1990 and are due from the designated Executive Agents on the following schedule:

- | | |
|---------------------------|---------------------------|
| 1. Initial Budget Section | Due on July 19, 1991 |
| 2. Completed Plans | Due on September 15, 1991 |

BACKGROUND. Executive Agent Technical Management Plans (TMP) are required by the DoD Comptroller memorandum "Executive Agent Charter for Management of Interim Systems" of November 7, 1990.

ESSENTIAL PLANNING INFORMATION. The following *additional* topics should be covered in the technical management plans, beyond those identified in the Comptroller memorandum referenced above. All sections are required by September 15, 1991.

Section A. Budget Related - Due by July 19, 1991

1. Describe the proposed plans, covering FY1991-1993, for modernization, enhancement, integration, migration, phase out or termination of all information systems supporting the defined functional or business activities. This should include all DoD systems identified in the FY1992 budget or FY1991 data call.
2. Describe the plans to implement and deploy a standard system, including the appropriate milestones for executing the plan.
3. Provide the Business Case for the standard system.
4. Identify planned reductions in costs for business activities or operations, including DMRD related savings, that are tied to information systems support.
5. Identify the FY1991-1993 budget and funding requirements necessary to support the plans for each system identified in Item 1. of this section. Funds should be identified by appropriation. Provide additional, separate breakouts of funds for:
 - Modernization of software for each system.
 - Central and component costs, by year and appropriation, for implementation of the standard system.
 - Costs for personnel, operations and support to implement Executive Agent functions.

Section B. Other Required Information - Due by September 15, 1991

6. Provide a clear description of the scope of business activities and operations supported by the Executive Agent. Identify the annual costs of each business activity.
7. Identify the client organizations supported by the business activities or operations.
8. Describe the data base management strategy used for each system, including data modeling, data management methodologies, and system engineering approaches.
9. Describe the current technical baseline for each system. This should include computer and communications hardware, operating system software, applications software and language, and software development process used.